

1. General Assumptions for All Voting Systems:

A. Delivery of Machines Prior to Election Day

- After certification by Independent Testing Authority (ITA), manufacturing orders are filled by vendor.
- Machines are shipped to county headquarters and subject to logic and accuracy testing.
- Preparation (configuration, cartridges installed with tamper evident seal) takes place either at county headquarters or at warehouse where machines are stored until Election Day.

B. Set-up for Election Day

- Machines are powered up and tested.
- Clocks are checked.
- Logic and Accuracy tests performed on machines.
- Poll workers check to ensure machines are in correct precinct.
- Zero tape is printed and signed if applicable.

C. Storage and Security after Election Day

- Machines are returned to warehouse by secure vehicle.
- Only authorized personnel have access to the warehouse.
- Inventory of machines is taken routinely.

2. DRE without VVPAT Assumptions:

- Two final tapes from each machine printed, total votes tallied at polling station.
- Cartridges with ballot images from each machine are collected. Cartridge/machine pairings and total number of cartridges are verified.
- Voter entries in the poll book(s) are counted.
- Having made reports, seal records from polling station in envelope. Records include machine cartridges, unsigned machine tapes (zero and final), poll books, hand-written forms containing reconciliations, provisional ballots sealed in a separate envelope and counted separately.
- Signed and sealed packages are hand-delivered by some group of election workers. The group must contain at least two workers from distinct parties. Delivering and receiving election officials log receipt of package at headquarters.

3. DRE with VVPAT Assumptions

A. Purchase and handling of Ballots/ Reel to Reel tape before Election Day

- Ballots/ reel-to-reel paper delivered to polling stations in sealed boxes.
- Ballot papers/ receipts within a box are shuffled randomly by the polling place staff.

B. Set-up for Election Day

- Number of boxes (i.e. total number of blank ballot papers) is recorded.

C. Close of Election Day

- Two final tapes from each machine printed, total votes tallied at polling station.
- Cartridges with ballot images from each machine are collected. Cartridge/machine pairings and total number of cartridges are verified.
- Voter entries in the poll book(s) are counted.
- Having made reports, seal records from polling station in envelope. Records include machine cartridges, unsigned machine tapes (zero and final), poll books, hand-written forms containing reconciliations, provisional ballots sealed in a separate envelope and counted separately.
- Signed and sealed packages are hand-delivered by some group of election workers. The group must contain at least two workers from distinct parties. Delivering and receiving election officials log receipt of package at headquarters.

E. Post Election Day Audit

- Statistical sampling of the VVPT as part of an Automatic Routine Audit (ARA).

4. Assumptions for Precinct Count Optical Scan Systems

A. Set-up for Election Day

- Fresh cartridge put in machine
- Document recording cartridge and machine pairings and total number of recording cartridges.
- Range of ballot serial numbers from sealed box(es) is recorded.
- Number of boxes (i.e. total number of blank ballot papers) is recorded.
- Paper/material of ballots is validated (paper quality, inks, etc.)

B. Close of Election Day

- Two final tapes from each machine printed, total votes tallied at polling station.
- Cartridges with ballot images from each machine are collected. Cartridge/machine pairings and total number of cartridges are verified.
- Ballot box is opened and the number of paper counted.
- All blank and spoiled ballots accounted for.
- Poll workers sign all but one set of paper tallies.
- Having made reports, seal records from polling station in sealed envelope. Records include machine cartridges, unsigned machine tapes (zero and final), poll books, hand-written forms containing reconciliations, provisional ballots sealed in a separate envelope and counted separately
- Blank ballots are sealed back in boxes.
- Signed and sealed packages are hand-delivered by some group of election workers. Ideally the group should contain members from each contesting party. In any case, the group must contain at least two workers from distinct parties. Delivering and receiving election officials log receipt of package at headquarters.
- Provisional ballots and any removable electronic media (compact flashcard, PCMCIA card or floppy), are placed in appropriate packets and are sealed for delivery to headquarters.
- A second tally tape from the scanner, annotated with write-ins, is posted at the polling station.

E. Post Election Day Audit

- Statistical sampling of the VVPT as part of an Automatic Routine Audit (ARA).

5. Assumptions for Ballot Marking Device

A. Purchase and handling of Ballots before Election Day

- Paper ballot is human-readable and machine-readable.
- Voters are provided with sample ballots in advance where layout of the ballot is identical to one they will be voting on.

C. Set-up for Election Day

- Fresh cartridge put in machine
- Document recording cartridge and machine pairings and total number of recording cartridges.
- Range of ballot serial numbers from sealed box(es) is recorded.
- Number of boxes (i.e. total number of blank ballot papers) is recorded.
- Paper/material of ballots is validated (paper quality, inks, etc.)
- Ensure no one at polling station can read ballot identifiers.

D. Operation during Election Day

- Each voter receives a “voting authority” to submit one paper ballot marked electronically via BMD on tamper evident paper.
- Each voter is briefly instructed on operation of machines and what the paper ballot means.
- Record stored in ballot-marking device (BMD) and retained as paper ballots. Paper ballots then scanned into machines at the polling place. Paper ballot is the official legal record.
- Each voter is encouraged to verify the paper ballot.
- Each voter is encouraged to verify validity of ballot material (paper quality, inks, etc.)
- Voter watches his/her own ballot being scanned into machine.
- Spoiled paper ballots are voided by poll workers and saved in separate container.

E. Close of Election Day

- Two final tapes from each machine printed, total votes tallied at polling station.
- One set of additional tapes for each poll worker printed.
- Cartridges with ballot images from each machine are collected. Cartridge/machine pairings and total number of cartridges are verified.
- Voter entries and exits in the poll book(s) are counted. Number of voters recorded reconciled with total of votes on all machine tallies.
- Ballot box is opened and the number of paper counted. Total number of paper ballots reconciled with tally from paper tapes and poll books.
- All blank and spoiled ballots accounted for.
- Poll workers sign all but one set of paper tallies.
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- Having made reports, seal records from polling station in envelope signed by all poll workers. Records include machine cartridges, unsigned machine tapes (zero and final), poll books, hand-written forms containing reconciliations, provisional ballots sealed in a separate envelope and counted separately
- Blank ballots are sealed back in boxes.
- Signed and sealed packages are hand-delivered by some group of election workers. Ideally the group should contain members from each contesting party. In any case, the group must contain at least two workers from distinct parties. Delivering and receiving election officials log receipt of package at headquarters.

F. Post Election Day Audit

- Statistical sampling as part of an Automatic Routine Audit (ARA). Automatic audit consists of randomly selecting both ballot-marking and scanning machines.